

Tempe Public Library Confidentiality Policy

*Approved by the City of Tempe History Museum & Library Advisory Board
December 3, 2014*

It is the intent of the Tempe Public Library to protect the privacy of those who use the Library. The Library collects and maintains only the minimum number of records necessary for maintaining operations and operates in accordance with Arizona law:

ARS 41-151.22. Privacy of user records; violation; classification; definition

- A. Except as provided in subsection B of this section, a library or library system supported by public monies shall not allow disclosure of any record or other information, including e-books, that identifies a user of library services as requesting or obtaining specific materials or services or as otherwise using the library.
- B. Records may be disclosed:
 - 1. If necessary for the reasonable operation of the library.
 - 2. On written consent of the user.
 - 3. On receipt of a court order.
 - 4. If required by law.
- C. Any person who knowingly discloses any record or other information in violation of this section is guilty of a class 3 misdemeanor.
- D. For the purposes of this section, "e-book" means a book composed in or converted to digital format for display on a computer screen or handheld device.

Library users should be aware that the USA PATRIOT Act increases the authority of federal investigative agencies to compel the disclosure of personal information through use of orders duly issued by a federal court of lawful jurisdiction. Under provisions of the Act, law enforcement officials may seek court orders for library records for investigations relevant to national security or terrorism. Libraries or librarians served with these orders may not disclose, under penalty of law, the existence of the orders or the fact that records were produced as a result of the orders. For more information, library users can visit the following website: <http://www.ala.org/advocacy/privacyconfidentiality>.